

## **Guidelines for Poster Presentations**

*Authors are advised to adhere to the following guidelines.*

1. The poster boards are 4 feet x 8 feet, double-sided, pushpin and velcro compatible. Each poster presentation will occupy one side of one board (4 feet high x 8 feet wide, including a 1-inch aluminum frame that is flush with the panel). Each poster board is freestanding and a limited number of pushpins will be provided. It is recommended that each poster presenter bring enough pushpins and/or velcro to use to mount their poster.
2. The title of your presentation and the author(s) name(s) and affiliation(s) should be in letters not less than 1 inch (2.54 cm) high and preferably 2 inches (5 cm) high.
3. The written text and all illustrations should be prepared beforehand. Charts, drawings, pictures, and graphs can be assembled on a poster board of the appropriate size or assembled in sections or pieces on the panel. A limited number of pushpins will be available for mounting your display. It is easier to mount a few large boards, rather than many small ones.
4. The written text should be sufficiently large to allow easy reading from a distance of approximately 5 feet. Matte finish on micrographs provides better visibility because it reduces glare from lights.
5. All posters are to be assembled on Tuesday, September 11, from 12:15 pm – 9:00 pm in the Copper Top room. Please check at the registration desk for directions to Copper Top.
6. You may begin removing your posters on Thursday, September 13, at 7:00 am. All posters must be removed by 1:00 pm on Thursday, September 13, or they will be discarded.
7. Security is not guaranteed. If you have items of great value, you may want to put them in your own room at night. Neither NREL and its personnel nor Beaver Run Resort and Conference Center and its personnel are responsible for lost or broken items.

*Please direct any questions regarding poster presentations to  
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